



Electronic Technical Specialist II (Lead Technician)

Details

Job ID : 416

Title : Electronic Technical Specialist II (Lead Technician)

Job Code : 1036

Salary : \$2,603.00 (Monthly)

Grade : 10

Tenured : YES

Job Departments

- Technology Services

Purpose

RESPONSIBLE FOR SCHEDULING AND OVERSEEING A TEAM OF ELECTRONIC TECHNICIANS TO INSTALL, SERVICE, REPAIR, AND/OR REPLACE ELECTRONIC SECURITY EQUIPMENT, TELEPHONE SYSTEMS, AND AUDIO/VIDEO SYSTEMS.

Required Qualifications

Education : 4 Year College Degree

Education Substitute : None

Experience : 1 Year of Related Experience

Job Required Knowledge

- BASIC UNDERSTANDING OF ELECTRONIC EQUIPMENT
- 1 YEAR OF RELATED EXPERIENCE MUST BE AS ELECTRONIC TECHNICAL SPECIALIST I (LEAD TECHNICIAN)

Job Skills/Abilities

- VALID DRIVER'S LICENSE
- LIFT AND CARRY AT LEAST 50 POUNDS

Job Duties

- SCHEDULE ELECTRONIC SECURITY, TELEPHONE, AND AUDIO/VIDEO EQUIPMENT INSTALLATIONS AND MAINTENANCE
- PROVIDE EXPERT ANALYSIS OF INSTALLATION AND MAINTENANCE OF EQUIPMENT
- MAINTAIN PROPERTY ACCOUNTABILITY RECORDS
- ENSURE NECESSARY EQUIPMENT IS PROPERLY STOCKED
- ENSURE ELECTRICAL NEEDS ARE CORRECTLY PREPARED PRIOR TO INSTALLATIONS
- COORDINATE PROJECTS BETWEEN DEPARTMENTS AS WELL AS VENDORS, AND CONTRACTORS
- MAKE RECOMMENDATIONS FOR NEW EQUIPMENT
- PROVIDE TRAINING TO ELECTRONIC TECHNICIANS
- PARTICIPATE IN ANNUAL REVIEW OF ELECTRONIC TECHNICIANS
- OTHER DUTIES AS ASSIGNED